



SACHI A. HAMAI
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 383
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • FAX (213) 620-0636

MEMBERS OF THE BOARD

GLORIA MOLINA

MARK RIDLEY-THOMAS

ZEV YAROSLAVSKY

DON KNABE

MICHAEL D. ANTONOVICH

October 12, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

9 October 12, 2010

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

CONFLICT OF INTEREST AND DISCLOSURE CODE (ALL DISTRICTS) (3-VOTES)

SUBJECT

ADOPTION OF CONFLICT OF INTEREST AND DISCLOSURE CODES

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Conflict of Interest and Disclosure Codes for the Antelope Valley Union High School District; Beach Cities Health District; Cerritos Community College District; Orchard Dale Water District; Palmdale Water District; and Palos Verdes Library District to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommendations are necessary in order to comply with the provisions of the Political Reform Act of 1974. In accordance with the Act, the Board of Supervisors must approve a Conflict of Interest and Disclosure Code for each local government agency for which the Board of Supervisors is the code reviewing body.

Pursuant to Government Code Section 87300, every agency must adopt and promulgate a Conflict of Interest and Disclosure Code that, as the code reviewing body for Los Angeles County, the Board of Supervisors must approve before the code can then take effect. In addition, pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when such amendments are necessitated by changed circumstances.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Operational Effectiveness.

The proposed Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which designated employees are required to disclose financial interests at a level appropriate to their decision-making authority. These employees make or participate in the making of decisions that may have a foreseeable material effect on a financial interest. Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The code review staff recommends that your Board approve the Conflict of Interest and Disclosure Codes for the agencies listed below, pursuant to Government Code Section 87300.

SUBSTANTIVE CHANGES:

(Antelope Valley Union High School District)

- Deletes the positions of Director II of Technology; Director of Fiscal Services; Director of Risk Management; and Director, School to Careers and ROP from the code due to reorganization.
- Changes the title of one (1) position.
- Adds the position of Director of Human Resources to the code.

(Beach Cities Health District)

- Changes the title of one (1) position.
- Expands disclosure of one (1) position.

(Cerritos Community College District)

- Deletes the position of Title V Project Director from the code due to reorganization.
- Changes the title of one (1) position.

(Orchard Dale Water District)

- Changes the title of one (1) position.
- Deletes the position of Auditor from the code due to reorganization.
- Adds the position of Finance Manager to the code.

(Palmdale Water District)

- Changes titles of four (4) positions.
- Adds the positions of Information Technology Manager and Community & Government Affairs Coordinator to the code.

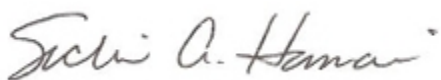
(Palos Verdes Library District)

- Adds the position of Human Resources Manager to the code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 and will require the individuals designated in each agency's code to disclose appropriate economic interests in their Statements of Economic Interests.

Respectfully submitted,



SACHI A. HAMAI
Executive Officer, Board of Supervisors

SAH:DG:kw

Enclosures

c: Chief Executive Officer
County Counsel

Conflict of Interest Code
of the

ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,
Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, and Superintendent and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Members	1, 2, 3
Superintendent	1, 2, 3
Deputy Superintendent	1, 2, 3
Assistant Superintendent	1, 2, 3
Director I, Student Services	2, 3
Buyer	4
Chief Financial Officer	2, 3
Director of Human Resources	2, 3
Director I, School Improvement	4
Director of Food Services	4
Facilities Manager	1, 2, 3
Director, Facilities Acquisition and Development	1, 4
Principals	4
Consultant	5

EFFECTIVE:

Conflict of Interest Code
of the

BEACH CITIES HEALTH DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,
Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, and its Chief Executive Officer and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

BEACH CITIES HEALTH DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclose category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

BEACH CITIES HEALTH DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Members of the Board of Directors	1, 2, 3
Chief Executive Officer	1, 2, 3
Chief Medical Officer	1, 2, 3
Director of Youth Services	4
Director of Older Adult Services	4
Senior Manager, Center for Health Connection	4
Senior Manager, Property	1, 4
Chief Financial Officer	1, 2, 3
General Manager, Center for Health and Fitness	4
Director of Human Resources	2, 3
General Manager-AdventurePlex	4
Consultant	5

EFFECTIVE:

Conflict of Interest Code
of the

CERRITOS COMMUNITY COLLEGE DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Exhibits designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Trustees and President/Superintendent, and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

The Conflict of Interest Code and all amendments thereto shall be approved by the Board of Trustees of the agency.

CERRITOS COMMUNITY COLLEGE DISTRICT

EXHIBIT "A"

DISCLOSURE CATEGORIES

A. Officials Who Manage Public Investments

Subject to the provisions of Government Code sections 87200 through 87210, an official in this category shall disclose:

- (a) Interests in real property located within the jurisdiction of the District.
- (b) Business positions, investments, and income (including gifts and loans).

B. Designated Employees

Category 1: Designated employees whose duties are broad and indefinable.

A designated employee in this category shall disclose:

- (a) Interests in real property located within the jurisdiction of the District.
Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence.
- (b) Business positions, investments, and income from persons and sources which plan to do business, are currently doing business, or have done business within the jurisdiction of the District during the previous two (2) years.

Category 2: Designated employees whose duties involve contracting or purchasing.

A designated employee in this category shall disclose:

Investments and business positions in business entities, income from sources of the type which plan to do business, are currently doing business, or have done business with the District or College within the previous two (2) years and which provide services, supplies, materials, machinery or equipment of the type utilized by the District.

CERRITOS COMMUNITY COLLEGE DISTRICT

EXHIBIT "A" (Continued)

Category 3: Designated employees whose decisions may affect real property interests.

A designated employee in this category shall disclose:

Investments and business positions in business entities, income from sources of the type which plan to do business, are currently doing business, or have done business with the District or College within the previous two (2) years and which engage in land development, construction or the acquisition, lease or sale of real property, and all interests in real property located within the jurisdiction of the District.

CERRITOS COMMUNITY COLLEGE DISTRICT

Exhibit B

DESIGNATED OFFICIALS AND EMPLOYEES

- 1.0 It has been determined that the following designated officials and employees make or participate in the making of decisions which may foreseeably have a material effect on financial interests.

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Members of the Board of Trustees

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Superintendent/President	1
Vice President of Academic Affairs/ Assistant Superintendent	1
Vice President of Business Services/ Assistant Superintendent	1
Vice President of Student Services/ Assistant Superintendent	1
Vice President of Human Resources/Assistant Superintendent	1
Director of Public and Governmental Relations	2
Director of Research and Planning	2
Director of Purchasing	2, 3
Director of Fiscal Services	2
Executive Director Foundation	2
Director of Physical Plant	2, 3

CERRITOS COMMUNITY COLLEGE DISTRICT

EXHIBIT B (Continued)

Director, Information Technology	2
Executive Dean of Community, Industry, and Technology Education	2
Director of Economic Development	2
Dean of Student Support Services	2
Dean of Disabled Student Program and Services	2
Chief of Campus Police	2
Director of Student Activities	2
Dean of Admissions, Records & Services	2

Consultants

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitation:

The Superintendent/President may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent/ President's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

CERRITOS COMMUNITY COLLEGE DISTRICT

EXHIBIT B (Continued)

Consultants (Cont'd)

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to CCCD which could affect a financial interest of the individual shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant.

EFFECTIVE:

Conflict of Interest Code
of the

ORCHARD DALE WATER DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Directors and General Manager and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

ORCHARD DALE WATER DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interest disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

ORCHARD DALE WATER DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Board Director	1, 2, 3
General Manager	1, 2, 3
Assistant General Manager	4
Finance Manager	4
Consultant	5

EFFECTIVE:

Conflict of Interest Code
of the

PALMDALE WATER DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Directors, General Manager, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

PALMDALE WATER DISTRICT

EXHIBIT "A"

Types of business entities, business positions, investments, sources of income or real property reportable, according to the following disclosure categories set forth for the designated position as listed on Exhibit B.

CATEGORY 1

Persons in this category shall disclose, in accordance with this Code, all interest in real property within the District, except personal residences or property used primarily for personal recreational purposes. Real property shall be deemed to be within the jurisdiction of the District if the property or any part of it is located within or not more than two miles outside the boundaries of the District or within two miles of any land owned or used by the District.

CATEGORY 2

Persons in this category shall disclose in accordance with this Code, all income from, investments in, and business positions with in businesses that produce products or provide services of a type utilized by the District, including the following areas:

- Office equipment and supplies
- Banks and savings and loans institutions
- Securities dealers and underwriters
- Real property
- Public utilities
- Financial audit services
- Insurance services
- Computer equipment, services, and supplies
- Printing, reproduction, or photographic equipment, services and supplies
- Periodicals, books, newspapers
- Chemicals
- Motor vehicles and specialty vehicles, parts and supplies
- Construction and maintenance equipment, services and supplies and building materials
- Petroleum products
- Transportation and lodging services
- Safety equipment and supplies
- Security services
- Food services and supplies
- Communication services
- Water quality testing equipment, supplies and services
- Cathodic protection equipment, services and supplies
- Engineering services
- Employment / temporary help agencies
- Educational equipment, services and supplies
- Medical supplies, services and informational materials
- Landscape services and supplies

PALMDALE WATER DISTRICT

EXHIBIT "A" (CONTINUED)

CATEGORY 2 (Cont'd)

Typographical services

4-color separations

General and specialty equipment rentals

Consulting Services: legal, energy and power, engineering, soils testing, water treatment, advertising, communications, design, art work, audio/visual, movie productions, planning, water pricing and demand, economists, desalting, environmental, appraisers, real estate sales, and investment services.

CATEGORY 3

Consultants performing the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, consultants who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the District, or which could affect financial interests, and those consultants who, under contract, exercise primary responsibility for the management of public investments, shall be required to file Statements of Economic Interests disclosing reportable interests as determined by the General Manager of the District.

PALMDALE WATER DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Members of Board of Directors	1, 2
General Manager	2
Assistant General Manager	2
Water and Energy Resources Manager	2
Operations Manager	2
Facilities Manager	2
Finance Manager/CFO	2
Engineering Manager	2
Human Resources Manager	2
Water Conservation Supervisor	2
Information Technology Manager	2
Community & Government Affairs Coordinator	2
Consultants	3

EFFECTIVE:

Conflict of Interest Code
of the

PALOS VERDES LIBRARY DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Trustee Members, and Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

PALOS VERDES LIBRARY DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

EXHIBIT "B"

PALOS VERDES LIBRARY DISTRICT

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Human Resources Manager	2, 3
Facilities Manager	4
Information Technology Manager	4
Consultant	5

Officials Who Manage Public Investments

It has been determined that the positions below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq.

Trustee	(Files 700 Form with the Board of Supervisors)
Director	(Files 700 Form with the Board of Supervisors)
Director of Finance	(Files 700 Form with the Library)

EFFECTIVE: